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MEMORANDUM

TO: To Operational Area Homeland Security Grant Program Subgrantees

FROM: Adam Sutkus
Director, California Citizen Corps Program

DATE: February 15, 2005

SUBJECT: **2005 Citizen Corps Program: Updates and Clarifications**

This letter is being sent as a follow-up to the *California Supplement to Federal Program Guidelines and Application Kit*, with the goal of clarifying state and federal intent for the Citizen Corps Program (CCP) in this new grant cycle. In the FY 2005 Homeland Security Grant Program (HSGP) key program changes were made in three areas:

- Integrating citizen-based efforts throughout all grant programs;
- Increasing the requirements for citizen-based efforts within all HSGP elements; and
- Imbedding the primary funding source for citizen-based programs across all grants.

The 2004 hurricanes on the East Coast changed the way the Federal government viewed the Citizen Corps Program. Prior to the hurricanes—and in the wake of 9/11—the CCP was developed to engage citizens in homeland security activities. These activities centered primarily on preparedness, and were developed to help individuals, families and communities to be ready for acts of terrorism and support first responders. This goal still stands. However, with the success of the call-out for temporary emergency workers from the national CCP database to help with hurricane response, it became clear that the importance of these citizen-based programs went far beyond preparedness. Trained and willing individuals from all walks of life came to assist. In the end, more than 2,000 Citizen Corps volunteers including over 100 Californians traveled to Florida to help.

The California Office of Homeland Security, Governor's Office of Emergency Services, California Service Corps and the Department of Homeland Security have met to clarify state and federal intent. The intent for 2005 is clear: to integrate citizen participation in "hometown security" through preparedness, training and volunteer activities throughout all grant programs to maximize a community's capacity to prepare for and respond to all hazards. All CCP primary programs are included in this approach: Citizen Corps Councils; Community Emergency Response Team (CERT); Volunteers In Police Service (VIPS) and Neighborhood Watch; Medical Reserve Corps; and Fire Corps—the newest charter member of CCP.

Note that the 2005 federal and state guidance not only calls for integrating CCP into all Homeland Security grant programs, but also contains increased CCP program requirements. For example, the 2005 guidance asks HSGP recipients to: include citizens in exercises (such as CERT teams,

VIPs members & Medical Reserve Corps programs); train citizens in hometown security—through public outreach and other efforts; coordinate UASI cities with Citizen Corps ; expand task forces to include citizen participation; develop key first responder support through citizen-based programs; address citizen preparedness and awareness through enhanced planning activity; and integrate citizen-based programs into strategic planning efforts.

The third major change for 2005 concerns funding for Citizen Corps—in both funding sources and levels. The state and federal expectation is that Citizen Corps programs will be supported by funds from each of the six grant programs. Therefore, all OA's are strongly encouraged to fund Citizen Corps as an integrated component of the State Homeland Security Grant, Urban Area Security Initiative, Law Enforcement Terrorism Prevention Program, Metropolitan Medical Response System grant, and Emergency Management Performance Grant . Clearly, it is important that Citizen Corps programs, including CERT, be supported by funding at a level needed to meet the increased programmatic requirements in 2005, including the new National Initiative on Public Awareness and Citizen Participation . As a point of reference, OAs may wish to review the level of CCP funding their jurisdiction received in FY 2004.

In 2005, changes were also made to the categorical Citizen Corps funding that was reflected in both dollar levels and allowable uses. Congress reduced the FY 2005 CCP appropriation to \$15 million nationally, as compared to \$40 million in 2004. After the Patriot Act distribution methodology was applied, California received a little over \$1 million in FY 2005, versus \$2.7 million in FY 2004—about a 2/3 cut in direct allocation for CCP. In the 2005 cycle, California will retain the state distribution and dedicate it to a series of statewide projects to increase the effectiveness of Citizen Corps programs. The California Service Corps will be coordinating technical assistance workshops on CCP implementation; offering special grant opportunities; increasing the focus on coordinated outreach, web-based assistance, and communications support; and providing for the full development of the State Citizen Corps Council, where all of California's issues pertaining to the management and development of volunteer resources across all-hazards can be addressed. State funds will also be used to offer training and technical assistance for CERT Program Manager Academy training; Volunteer Coordination Plan implementation; develop state, regional and local VOAD (Voluntary Organizations Active in Disaster) capacity; and, provide increased state disaster coordination by developing state voluntary agency liaisons specialists.

The specific elements of community-oriented preparedness and response are found interwoven throughout the Federal guidance and are summarized in the two attachments to this letter. *Attachment I* is a citation by program element of CCP requirements; *Attachment II* is a comprehensive synopsis of 2005 CCP information. These two attachments are included for your reference to allow you further clarification of Citizen Corps program requirements.

This is an exciting time in the field of homeland security and emergency management. We have the opportunity to fully integrate California's preparedness efforts across first responders, voluntary agencies, and our State's greatest resource – its people.

Please feel free to contact the California Service Corps' Citizen Corps staff with any questions at 916.323.7646.

Thank you for your ongoing dedication to California's Citizen Corps efforts for hometown security.

cc: CA Governor's Office of Emergency Services
CA Governor's Office of Homeland Security

ATTACHMENT I

2005 Federal Guidance by Section & Page: Citizen Corps Program

The following is a detailed listing of specific Citizen Corps Program elements found within the 2005 Federal Guidance package broken down by section and page. All grantees are encouraged to reference these sections in the design and implementation of their 2005 homeland security program.

III. Program Guidance

B. Program Guidance

Citizen Coordination (Page 24)

“SAAs must coordinate state and UASI citizen awareness and participation activities with those state agencies currently responsible for the administration of Citizen Corps activities. A listing of current state Citizen Corps POCs is located at <http://www.citizencorps.gov/councils/> and clicking on “State Citizen Corps POC List.” In support of the goals and objectives outlined in the current homeland security strategies and as strategies are revised, states must include an integrated approach to engaging citizens in preparedness, training, exercises, and volunteer support for emergency responders through Citizen Corps Councils. States are encouraged to fully leverage HSGP resources to accomplish this goal.”

C. Allowable Costs

Training Costs Guidance (Page 29)

“The homeland security training program should also include training for citizens in awareness, preparedness, prevention, response skills, and volunteer activities and be coordinated through state and local Citizen Corps Councils.”

Exercise Scenarios (Page 38)

“Citizen participation in exercises is encouraged to include backfilling non-professional tasks for first responders deployed on exercise, administrative and logistical assistance with exercise implementation, and providing simulated victims, press, and members of the public. Citizen participation in exercises should be coordinated with local Citizen Corps Council(s).”

IV. National Initiatives

B. HSPD-8: National Preparedness (Page 49)

“Statewide all-hazards preparedness strategies should be consistent with the National Preparedness Goal, assess the most effective ways to enhance preparedness, address areas facing higher risk especially to terrorism, and address local government concerns and Citizen Corps efforts.”

H. Public Awareness and Citizen Participation (Page 56)

“Citizens are a critical component of homeland security. To have a fully prepared community, citizens must be fully aware, trained, and practiced on how to detect, deter, prepare for, and respond to emergency situations. Recent surveys indicate that citizens are concerned about the threats facing the nation and are willing to participate to make their communities safer, yet most Americans have low awareness of federal, state, and local emergency preparedness plans, are not

involved in local emergency drills, and are not adequately prepared at home. Informed and engaged citizens are an essential component of homeland security and the mission of Citizen Corps is to have everyone in America participate in making their community safer, stronger, and better prepared. To achieve this, state, county, local, and tribal Citizen Corps Councils have formed nationwide to help educate and train the public, and to develop citizen/volunteer resources to support local emergency responders, community safety, and disaster relief. In support of this mission, all SHSP and UASI award recipients must work with their state and local Citizen Corps Councils to more fully engage citizens through the following:

- **Expand plans and task force memberships to address citizen participation.**

Develop or revise state and local plans, such as EOPs, to integrate citizen/volunteer resources and participation, and include advocates for increased citizen participation in task forces and advisory councils.

- **Awareness and outreach to inform and engage the public.** Educate the public on personal preparedness measures, alert and warning systems, and state and local emergency plans via a range of community venues and communication channels.

- **Include citizens in training and exercises.** Provide emergency preparedness and response training for citizens, improve training for emergency responders to better address special needs populations, and involve citizens in all aspects of emergency preparedness exercises, including planning, implementation, and after action review.

- **Develop or expand programs that integrate citizen/volunteer support for the emergency responder disciplines.** Develop or expand the Citizens Corps Programs (Volunteers in Police Service (VIPS), Medical Reserve Corps (MRC), Community Emergency Response Teams (CERT), Neighborhood Watch, and Fire Corps), activities of the Citizen Corps affiliates, and ad hoc opportunities for citizens to support emergency responders year-round and during a disaster.”

VI. State Homeland Security Program

C. Authorized Expenditures (Page 64)

“Developing related critical infrastructure terrorism prevention activities including:

- o Public information/education: printed and electronic materials, public service announcements, seminars/town hall meetings, web postings coordinated through local Citizen Corps Councils
- o Citizen Corps activities in communities surrounding critical infrastructure sites, including Neighborhood Watch, VIPS, and other opportunities for citizen participation.”

VII. Urban Areas Security Initiative

A. Program Overview (Page 68)

“States must ensure that the identified urban areas take an inclusive regional approach to the development and implementation of the FY05 UASI Program and involve the core city (ies), core county (ies), contiguous jurisdictions, mutual aid partners, port authorities, rail and transit authorities, state agencies, Citizen Corps Council (s), and MMRS steering committees.

In addition, urban areas should include citizens in planning, preparedness, training, exercises, and volunteer activities to support emergency responders through the local Citizen Corps Council(s).”

B. Program Requirements

Newly Identified UASI Urban Areas (Page 71)

3. Develop an Urban Area Homeland Security Strategy

“Additionally, the state, core city (ies), core county (ies) and other urban area jurisdictions should work together to leverage all available funding sources in

implementation of the strategy and to include citizens in all aspects of the strategy through their local Citizen Corps Council.”

VIII. Law Enforcement Terrorism Prevention Program

B. Authorized Program Expenditures

Planning (Page 76)

“Developing related critical infrastructure terrorism prevention activities including:
o Citizen Corps activities in communities surrounding critical infrastructure sites, to include Neighborhood Watch, VIPS, and other opportunities for citizen participation.”

Training (Page 78)

“Training for citizens in terrorism awareness and for volunteer participation to support law enforcement activities.”

IX. Citizen Corps Program

B. Program Requirements (Page 80)

“In addition to HSGP funding, state and local governments are encouraged to consider all sources of funding, to include private sector funding, to leverage existing materials, to pursue economies of scale and economies of scope in pursuing this mission, and to make expenditures that benefit multiple programs.”

State Responsibilities

“The SAA must coordinate all citizen education, communication, training, and participation activities funded with any source of HSGP funds with the state agency currently responsible for the administration of Citizen Corps. This includes reviewing and revising the State and Urban Area Homeland Security Strategies, as well as providing input in the HSPD-8 compliance and the UTL, NIMS, national awareness training, catastrophic incident planning, and other initiatives.”

C. Authorized Program Expenditures

Planning (Page 82)

“Citizen Corps implementation plans should include:

- Leverage existing resources, such as SHSP, UASI, and other DHS programs, Special Volunteer Grants from the Corporation for National and Community Service, or those issued at the community level, to include private sector funding.

In addition, efforts to include public communication and citizen participation in jurisdiction plans, such as EOPs, and to have citizen advocates sit on existing advisory councils and task forces is allowable.”

X. Emergency Management Performance Grants

A. Program Overview (Page 86)

“States have the flexibility to develop intrastate emergency management systems that encourage the building of partnerships which include government, business, volunteer, and community organizations. “

D. Authorized Program Expenditures

Planning (Page 89)

“Developing/enhancing emergency management plans to integrate citizen/volunteer resources and participation.”

XI. Metropolitan Medical Response System

A. Program Overview (Page 92)

“MMRS establishes linkages among emergency responders, medical treatment resources, public health officials, emergency management offices, volunteer organizations and other local elements working together to reduce the mortality and morbidity that would result from a catastrophic incident.”

B. Program Requirements (Page 98)

7. Updated MMRS Steering Committee

- “Revise MMRS Steering Committee membership to include the following additional members:
 - o Medical Reserve Corps or Citizen Corps representatives.”

APPENDIX A: AUTHORIZED PROGRAM EXPENDITURES

FY05 HSGP AUTHORIZED PROGRAM EXPENDITURES

Allowable Planning Costs (Page A-2)

HSGP funds may be used for the following types of planning activities:

Allowable Planning Costs	SHSP	UASI	LETPP	CCP	EMPG	MMRS
Establish, enhance, or evaluate Citizen Corps-related volunteer programs	✓	✓	✓	✓	✓	✓

APPENDIX D: GUIDANCE FOR ISIP AND BSIR

INITIAL STRATEGY IMPLEMENTATION PLAN (ISIP) AND BIANNUAL STRATEGY IMPLEMENTATION REPORT (BSIR)

D. REPORTED INFORMATION (Page D-2 to D-5)

“This section outlines the information that grantees and subgrantees should include in their ISIP and BSIR as it relates to Citizen Corps Councils, Citizen Corps Programs, CERT training, Non-CERT citizen preparedness and safety education and training, and other related program initiatives and volunteer activities. “

ATTACHMENT II

Full Synopsis of FY 2005 Federal Homeland Security Grant Guidance: Citizen Corps Program

The following is a comprehensive synopsis of the full text referencing the Citizen Corps Program within the 2005 Federal Homeland Security Grant Guidance. As a companion to Attachment I, this explanatory material will allow subgrantees to isolate the CCP specific elements of the guidance package and better understand federal—and in turn, state—intent. (Special thanks to the state of Arizona where this analysis originated.)

The FFY2005 Homeland Security Grant Guidance has specific reference to Citizen Corps in nearly all of the grants under its one-stop shopping grant list. The following is from the foreword of the FFY2005 Grant Guidance and explains the one-stop shopping premise:

“On October 1, 2005, the President signed the fiscal year 2005 Homeland Security Appropriations Act, thereby providing vital funding needed to ensure the safety and security of our homeland. Through the Department of Homeland Security’s (DHS) Office for Domestic Preparedness (ODP), emergency prevention, preparedness, and response personnel will receive over \$4 billion in funding for our nation’s homeland security. The 2005 appropriation by Congress is a firm commitment to continue to protect and defend the security of the United States of America against the threat posed by terrorism.

In an effort to streamline funding to the States and territories, the Department of Homeland Security is consolidating the administration of three programs within ODP. While continuing to direct the State Homeland Security Program, ODP will also now administer the Citizen Corps and the new Law Enforcement Terrorism Prevention Programs. All three programs will be integrated to better facilitate the organization and coordination of preparedness funding, and will be guided by the State Homeland Security Assessments and Strategies.”

Additional information is provided in the *National Initiatives* portion of the guidance:

“Providing funds through a single application and award process facilitates coordination of preparedness activities related to the goals and objectives identified in the State strategies, resulting in a more effective and efficient use of funding. A single application also minimizes time spent on the application process and consolidates reporting requirements.

The three programs further provide the opportunity to enhance regional preparedness efforts. States are encouraged to employ regional approaches to planning and preparedness and to adopt regional response structures whenever appropriate to meet the needs identified through the assessments and in the State’s Strategy. Furthermore, it is DHS’s intent to steer State and local security and preparedness efforts toward a project-oriented process to address common, measurable objectives. Security and preparedness officials at all levels should seek opportunities to leverage funding from multiple sources whenever possible and not restrict their activities to federal funding alone.”

The National Initiatives portion also indicates Citizen Corps initiatives and programs address all hazards, therefore Citizen Corps funding can be used to support citizen participation in planning, public education

initiatives, training, volunteer programs and exercises for all hazards as identified in state or local plans adopted through the appropriate state decision making authority, such as an Hazard Vulnerability Identification and Analysis plan or other similar locally adopted plan. To be more pointed, the guidance states: “SAAs must coordinate Citizen Corps programs with those State agencies currently responsible for the administration of Citizen Corps activities.”

Further direction concerning Citizen Corps involvement is given in the *Program Guidance* portion:

“Citizen Coordination. SAAs must coordinate state and UASI citizen awareness and participation activities with those state agencies currently responsible for the administration of Citizen Corps activities. A listing of current state Citizen Corps points of contact may be found by going to <http://www.citizencorps.gov/councils/> and clicking on “State Citizen Corps POC List.” In support of the goals and objectives outlined in the current homeland security strategies and as strategies are revised, states must include an integrated approach to engaging citizens in preparedness, training, exercises, and volunteer support for emergency responders through Citizen Corps Councils. States are encouraged to fully leverage HSGP resources to accomplish this goal.

The homeland security training program should also include training for citizens in awareness, preparedness, prevention, response skills, and volunteer activities and be coordinated through state and local Citizen Corps Councils.”

The *exercise* portion of the Program Guidance states:

“Citizen participation in exercises is encouraged to include back filling non-professional tasks for first responders deployed on exercise, administrative and logistical assistance with exercise implementation, and providing simulated victims, press, and members of the public. Citizen participation in exercises should be coordinated with local Citizen Corps Council(s).”

In the *National Initiatives* portion concerning requirements for FY06 and FY07, the following guidance is provided:

“HSPD-8 establishes policies to strengthen the preparedness of the United States to prevent and respond to threatened or actual domestic terrorist attacks, major disasters, and other emergencies by requiring a National Preparedness Goal, establishing mechanisms for improved delivery of federal preparedness assistance to state and local governments, and outlining actions to strengthen preparedness capabilities of federal, state, and local entities. Statewide all-hazards preparedness strategies should be consistent with the National Preparedness Goal, assess the most effective ways to enhance preparedness, address areas facing higher risk especially to terrorism, and address local government concerns and Citizen Corps efforts. The National Preparedness Goal aims for federal, state, local, and tribal entities to achieve and sustain nationally accepted risk based target levels of capability for prevention, preparedness, response, and recovery for major events, especially terrorism. The target levels of capability are based upon National Planning Scenarios, a UTL, and a Target Capabilities List. These tools are being developed with input from the homeland security community at all levels and will continue to be updated over time.”

Specific guidance for Citizen Corps is provided in the *National Response Plan* portion of the National Initiatives section of the grant guidance:

“Citizens are a critical component of homeland security, and to have a fully prepared community, citizens must be fully aware, trained, and practiced on how to detect, deter,

prepare for, and respond to emergency situations. Recent surveys indicate that citizens are concerned about the threats facing the nation and are willing to participate to make their communities safer, yet most Americans have low awareness of federal, state, and local emergency preparedness plans, are not involved in local emergency drills, and are not adequately prepared at home. Informed and engaged citizens are an essential component of homeland security and the mission of Citizen Corps is to have everyone in America participate in making their community safer, stronger, and better prepared. To achieve this, state, county, local, and tribal Citizen Corps Councils have formed nationwide to help educate and train the public, and to develop citizen/volunteer resources to support local emergency responders, community safety, and disaster relief. In support of this mission, all SHSP and UASI award recipients must work with their state and local Citizen Corps Councils to more fully engage citizens through the following:

- **Expand plans and task force memberships to address citizen participation.**

Develop or revise state and local plans, such as EOPs, to integrate citizen/volunteer resources and participation, and include advocates for increased citizen participation in task forces and advisory councils.

- **Awareness and outreach to inform and engage the public.** Educate the public on personal preparedness measures, alert and warning systems, and state and local emergency plans via a range of community venues and communication channels.

- **Include citizens in training and exercises.** Provide emergency preparedness and response training for citizens, improve training for emergency responders to better address special needs populations, and involve citizens in all aspects of emergency preparedness exercises, including planning, implementation, and after action review.

- **Develop or expand programs that integrate citizen/volunteer support for the emergency responder disciplines.** Develop or expand the Citizens Corps Programs (Volunteers in Police Service (VIPS), Medical Reserve Corps (MRC), Community Emergency Response Teams (CERT), Neighborhood Watch, and Fire Corps), activities of the Citizen Corps affiliates, and ad hoc opportunities for citizens to support emergency responders year-round and during a disaster.”

Guidance in the *planning* section of the National Initiatives portion states:

“SHSP funds may be used for a range of homeland security planning activities, including the following:

Developing and implementing homeland security support programs and adopting DHS national initiatives including but not limited to the following:

- Public information/education: printed and electronic materials, public service announcements, seminars/town hall meetings, web postings coordinated through local Citizen Corps Councils
- Citizen Corps activities in communities surrounding critical infrastructure sites, including Neighborhood Watch, VIPS, and other opportunities for citizen participation.”

Specific Program guidance given for Citizen Corps Programs:

“**Citizen Corps Program (CCP)** Citizen Corps is the Department’s grass-roots initiative to actively involve all citizens in hometown security through personal preparedness, training, and volunteer service. CCP funds will be used to support Citizen Corps Councils with efforts to engage citizens in preventing, preparing for, and responding to all hazards, including planning and evaluation, public education and communication, training,

participation in exercises, providing proper equipment to citizens with a role in response and management of Citizen Corps volunteer programs and activities. This funding program will be administered by the respective SAA in coordination with the state Citizen Corps point of contact. CCP is further detailed in Section IX of this solicitation.”

Under Program Guidance for all the grant programs, it is indicated a *Senior Advisory Committee* should be formed. Specifically the guidance indicates:

“ODP expects grantees and subgrantees to take a holistic approach to implementing their strategic homeland security goals and objectives by considering all available support and assistance programs, regardless of the source. In FY05, if they have not already done so, states shall establish a senior advisory committee or similar entity of senior officials overseeing assistance programs from ODP, CDC, HRSA, and other federal agencies providing homeland security assistance. The purpose of this senior advisory committee is to enhance the integration of disciplines involved in homeland security, including public health and medical initiatives. ODP recognizes that many states may have already created this type of coordination body. The purpose of this coordination requirement is not to duplicate efforts already underway in states. Rather, the purpose is to ensure that states and territories are facilitating coordination among the key agencies and disciplines receiving homeland security assistance and responsible for implementing homeland security initiatives.... The senior advisory committee or similar entity must be established within **60** days of the HSGP award date and must meet at least quarterly. States will be required to report through established biannual reporting mechanisms whether they have established the senior advisory committee. The membership of the senior advisory committee must, at a minimum, include state officials directly responsible for the administration of ODP grants and CDC and HRSA cooperative agreements. Program representatives from the following entities must be included on the senior advisory committee: the SAA, the state homeland security advisor if this role is not also the SAA, the state emergency management director, the state public health officer, HRSA Program Director/Primary Investigator (listed in Section 10 of HRSA Notice of Grant Award (NGA)), the HRSA Bioterrorism Hospital Coordinator, the CDC Program Director/Primary Investigator, and the state Citizen Corps point-of-contact....”

Also under Program Guidance when dealing with *exercise planning*, it is indicated:

“States must conduct an annual Exercise Planning Workshop (EPW) to examine the progress and effectiveness of their current exercise strategy and program....Citizen participation in exercises is encouraged to include back filling non-professional tasks for first responders deployed on exercise, administrative and logistical assistance with exercise implementation, and providing simulated victims, press, and members of the public. Citizen participation in exercises should be coordinated with local Citizen Corps Council(s).”

Section “E” of the program guidance refers to ODP resources and support. Under *technical assistance*, it relates the following:

“TA may be provided to state and local governments, law enforcement, fire, hazardous materials, and other community agencies that have CBRNE responsibilities, including Citizen Corps Councils. *All TA services are available to eligible recipients at no charge. ODP will cover the cost of providing the technical expertise, travel, and related expenses.*”

Specific references to Citizen Corps involvement in all SHSP grant funded activities:

“Developing and implementing homeland security support programs and adopting DHS national initiatives including but not limited to the following:

- Establishment or enhancement of mutual aid agreements
- Development of communications and interoperability protocols and solutions
- Conducting local, regional, and tribal program implementation meetings
- Public information/education: printed and electronic materials, public service announcements, seminars/town hall meetings, web postings coordinated through local Citizen Corps Councils
 - o Citizen Corps activities in communities surrounding critical infrastructure sites, including Neighborhood Watch, VIPS, and other opportunities for citizen participation

Develop and enhance plans and protocols, including but not limited to:

- Develop public/private sector partnership emergency response, assessment, and resource sharing plans
- Develop or update local or regional communications plans
- Development or enhancement of continuity of operations and continuity of government plans.”

The following guidance is provided under the *UASI* portion of the grant guidance:

“States must ensure that the identified urban areas take an inclusive regional approach to the development and implementation of the FY05 UASI Program and involve core cities, core counties, contiguous jurisdictions, mutual aid partners, port authorities, rail and transit authorities, state agencies, Citizen Corps Council(s), and MMRS steering committees.

Furthermore, it is ODP’s intent to guide state and urban area security and preparedness efforts toward a project-oriented process to address common, measurable objectives. Security and preparedness officials at all levels should seek opportunities to leverage funding from multiple sources whenever possible and not restrict their activities to federal funding alone. This funding will be provided to identified urban area authorities through the SAAs. In addition, urban areas should include citizens in planning, preparedness, training, exercises, and volunteer activities to support first responders through the local Citizen Corps Council(s).

The Urban Area Homeland Security Strategy must be consistent with and supportive of the SHSS. The state and urban area strategies are not spending plans for the UASI grant funds; rather they should articulate an overall vision for preparedness in the state or urban area, and lay out specific goals and objectives which, if achieved, will enable realization of that vision. Additionally, the state, core city, core county and other urban area jurisdictions should work together to leverage all available funding sources in implementation of the strategy and to include citizens in all aspects of the strategy through their local Citizen Corps Council.”

The *Law Enforcement Terrorism Prevention Program* identifies Citizen Corps as component under its planning directions:

“LETPP funds may be used for a range of law enforcement terrorism prevention planning activities, including the following:

- Development of and planning for information/ intelligence sharing groups
- Soft target security planning (public gatherings)
- Costs associated with the implementation and adoption of NIMS
- Developing related critical infrastructure terrorism prevention activities including:

- o Public information/education: printed and electronic materials, public service announcements, seminars/town hall meetings, web postings
- o Citizen Corps activities in communities surrounding CI sites, to include Neighborhood Watch, VIPS, and other opportunities for citizen participation
- o Evaluating CIP security equipment and/or personnel requirements to protect and secure sites.”

Section IX of the guidance deals specifically with Citizen Corps Programs. It does, however, reference back to the other programs. The following is under *State responsibilities*:

“The SAA must coordinate all citizen education, communication, training, and participation activities funded with any source of HSGP funds with the state agency currently responsible for the administration of Citizen Corps. This includes reviewing and revising the State and Urban Area Homeland Security Strategies, as well as providing input in the HSPD-8 compliance and the UTL, NIMS, national awareness training, catastrophic incident planning, and other initiatives.”

The following is under the CCP *Exercise guidance*:

“Exercises specifically designed for or to include citizens are allowable activities and may include testing public warning systems, evacuation/shelter in place capabilities, family/business preparedness, and participating in table-top or full scale emergency responder exercises at the local, state, or national level, to include TOPOFF. Examples of appropriate volunteer citizen support for emergency preparedness and response exercises include, but are not limited to, assisting with planning the exercise, implementation, to include CERT participation, back filling non-professional tasks for first responders deployed on exercise, administrative and logistical assistance with exercise implementation, and providing simulated victims, press, and members of the public; and participating in the after-action review.

Allowable costs include the costs associated with design, development, and conduct of exercises specifically for citizens or to support the citizen component of emergency responder exercises, to include preparing and debriefing citizens regarding their role in the exercise.”

The *Metropolitan Medical Response System* guidance also references Citizen Corps Programs:

“*Updated MMRS Steering Committee*. MMRS Steering Committee establishment and operation requirements, as stipulated among the deliverables under the original MMRS jurisdictional contact, remains in effect. Additional guidance updating its composition and emphasizing readiness is as follows:

- Revise MMRS Steering Committee Membership to include the following additional members:
 - o Local homeland security advisor/coordinator representative, if applicable
 - o UASI Urban Area Working Group representative, if applicable
 - o Representatives from entities with which the jurisdiction has a mutual aid agreement
 - o Medical Reserve Corps or Citizen Corps representatives.”

It is evidenced by this guidance that ODP is not only creating a one-stop shopping system for the grant programs, but is also attempting to create a truly integrated strategic plan for preparedness. As can be seen, Citizen Corps is viewed to be a significant player in this effort.